

SPORT FOR LIFE POLICY

TITLE: CODE OF CONDUCT AND ETHICS	
Date Created: December 1, 2020	Number of Pages: 3
Date Approved: November 4, 2025	
Review Frequency: Annually	

Purpose

1. The purpose of this Code is to ensure a safe and positive environment within the programs, activities, and events of the Sport for Life Society. There is an expectation of appropriate behaviour at all times, consistent with the organization's core values and policies. The Society supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals involved with the organization are treated with respect and fairness.

Definition

2. **Representative(s)** - Any individual elected, acclaimed, or appointed by Sport for Life Society (the "Society"), or engaged under an executed written agreement with the Society as an employee, volunteer, or independent contractor to provide services on behalf of Sport for Life.
3. **Participant(s)** - an individual who takes part in an event, program, or activity hosted by the Society, whether in person or online.
4. **Sport Integrity Canada** is an independent, national, not-for-profit organization that works to protect and promote the integrity of sport in Canada. Through the administration of its programs, including the Canadian Anti-Doping Program and the Canadian Safe Sport Program, we strive to ensure sport is safe, inclusive, fair, clean, and accessible for all Canadians.
5. **Sport Dispute Resolution Centre of Canada (SDRCC)** is an independent, not-for-profit organization that helps the Canadian sport community prevent and resolve conflicts. We offer confidential dispute resolution, education, and resources to athletes, coaches, administrators, and sport organizations at every level.

Application of this Code

6. This Code applies to all Participants and/or Representatives during the Society's business, activities, travel, events, programs, and work environment.
7. This Code also applies to Representatives' conduct outside of the business, activities, and events of the Society when such conduct adversely affects the relationships (or the work environment) of the Society, is detrimental to the image and reputation of the Society, or upon the acceptance of the Society. Accordingly, the applicability of this Code will be determined by the Society at its sole discretion.
8. This Code also applies to Representatives who are no longer involved with the organization where any claim regarding a potential breach of this Code occurred while the Representative was involved with the organization.

9. In addition, breaches of this Code may occur when Representatives involved interact due to their mutual involvement with the organization, or when a breach occurs outside the work environment and has a serious and detrimental impact on the Representative(s), Participant(s) and/or the Society.
10. Any Representative who violates this Code may be subject to sanctions pursuant to the *Discipline and Complaints Procedure*, HR Manual, Sport Integrity Canada and SDRCC.

Representatives General Responsibilities

11. Promote Respect, Safety, and Inclusion

- 11.1. Refrain from any behaviour that constitutes abuse, maltreatment, discrimination, harassment, sexual harassment, or workplace violence.
- 11.2. Treat all Participants and Representatives with dignity, fairness, and integrity — regardless of body type, physical characteristics, ability, age, ancestry, colour, citizenship, ethnic origin, place of origin, creed, disability, family or marital status, gender identity or expression, sex, or sexual orientation.
- 11.3. Demonstrate sportsmanship, ethical conduct, and respect for others at all times.
- 11.4. Focus criticism appropriately and avoid public criticism of organizers, volunteers, employees, or other Representatives.
- 11.5. Act to prevent or correct discriminatory or unethical practices.
- 11.6. Ensure adherence to both the rules and the spirit of sport.
- 11.7. Avoid any misuse of power or authority that could lead to inappropriate activities.

12. Maintain a Safe and Substance-Free Environment

- 12.1. Sport for Life is an alcohol-, smoke-, and drug-free environment. Representatives must arrive fit for duty and remain unimpaired at all times during working hours or Sport for Life events.
- 12.2. The possession, manufacture, sale, distribution, or use of illegal substances at Sport for Life activities is strictly prohibited.
- 12.3. Alcohol consumption on Sport for Life premises is prohibited unless authorized by the CEO for special occasions and in compliance with licensing and safety standards.
- 12.4. Refrain from using tobacco, cannabis, vaping, or e-cigarettes at Sport for Life activities or events, except for tobacco used in traditional or ceremonial practices.

13. Uphold Legal, Ethical, and Organizational Standards

- 13.1. Comply with all federal, provincial/territorial, municipal, and host country laws.
- 13.2. Adhere to all Sport for Life by-laws, policies, procedures, and regulations, as amended from time to time.
- 13.3. Report any ongoing criminal, Safe Sport, or anti-doping investigations, convictions, sanctions, or bail conditions to the Society.
- 13.4. Refrain from associating with individuals serving an anti-doping sanction recognized by Sport Integrity Canada.
- 13.5. Refrain from deliberate cheating, competition manipulation, or bribery of any kind.
- 13.6. Promote sport in a positive and constructive manner.
- 13.7. Respect the property of others and not wilfully cause damage.

14. Conduct Themselves Professionally and with Integrity

- 14.1. Act primarily as a Representative of Sport for Life, prioritizing the organization's interests and

maintaining loyalty to the Society.

- 14.2. Conduct financial and operational affairs responsibly, transparently, and in accordance with fiduciary duties.
- 14.3. Perform duties with care, diligence, and skill, in good faith and in the best interests of Sport for Life.
- 14.4. Be independent and impartial, avoiding conflicts of interest, self-interest, or undue influence.
- 14.5. Maintain confidentiality regarding sensitive or private information.
- 14.6. Behave professionally, honestly, and fairly in all interactions.
- 14.7. Respect the majority's decisions and resign if unable to do so.
- 14.8. Allocate sufficient time to attend and prepare for meetings, and actively participate in discussions.

15. Safe Sport Compliance

- 15.1. Adhere to the Canadian Safe Sport Program, which manages reports of prohibited behaviour under the Universal Code of Conduct to Prevent and Address Maltreatment in Sport (UCCMS).
- 15.2. Follow the UCCMS and any updated versions. Full document available here: <https://sportintegrity.ca/canadian-safe-sport-program>

16. Vehicle Use

- 16.1. When driving a vehicle on Sport for Life business:
 - 16.1.1. Hold a valid driver's license and car insurance.
 - 16.1.2. Never drive while impaired by alcohol, cannabis, or other substances.
 - 16.1.3. Avoid distractions while driving.

17. Consequences for Representatives:

- 17.1. Verbal or written warnings.
- 17.2. Removal from the event or activity without refund.
- 17.3. Suspension or denial of participation in future Sport for Life activities.
- 17.4. Referral to law enforcement or other relevant authorities where appropriate.
- 17.5. Consequences and expectations are further outlined in the additional Sport for Life's policies and procedures. *See Section 19 below.*

Participant General Responsibilities

18. Participants have a responsibility to:

- 18.1. Treat all individuals with respect, fairness, and dignity.
- 18.2. Refrain from discrimination, harassment, or abusive behaviour.
- 18.3. Follow event/program rules and the directions of Sport for Life Representative(s).
- 18.4. Maintain a safe and positive environment for all attendees in person and virtually, and refrain from disruptive, unsafe, or inappropriate behaviour.
- 18.5. Respect property, facilities, and equipment.
- 18.6. Abide by all applicable laws, as well as Sport for Life's policies and procedures. *See Section 19 below.*

19. Consequences for Participants:

- 19.1. Verbal or written warnings.
- 19.2. Removal from the event or activity without refund.
- 19.3. Suspension or denial of participation in future Sport for Life activities.

19.4. Referral to law enforcement or other relevant authorities where appropriate.

Additional Policies and Procedures

20. Sport for Life has additional policies and procedures in place that apply to Participants and Representatives, past and present:

- HR Manual
- Privacy and Sensitive Information Policy
- Conflict of Interest
- Equity, Diversity, Inclusion and Accessibility
- Information Technology
- Risk Management
- Safety in Sport Policy
- Complaints and Dispute Resolution Procedure
- Appeal Procedures
- Whistleblower Procedure
- Consussion Guidelines
- Anti-Doping Guidelines

All Policies and Procedures are available via the Sport for Life Website @ [Sport for Life Policies](#)